



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

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COMMISSIONERS

Ethridge A. King, Jr.
Polyxane S. Cobb
Peter Sheinfeld
Larry Ward

EXECUTIVE DIRECTOR
Tanya L. Ford

ASSISTANT DIRECTOR
Lesley Waxman

BOARD OF ELECTION COMMISSIONERS MEETING Minutes of August 21, 2013

The meeting of the Cambridge Election Commission was called to order at 5:00 p.m. at the Citywide Senior Center, 806 Massachusetts. Present were Commissioner Ethridge King, *Chair*, Commissioner Polyxane Cobb, Commissioner Peter Shinefeld, Commissioner Larry Ward, Executive Director Tanya Ford, Assistant Director Lesley Waxman, and Ethan Cobb, member of the public.

I: MINUTES

The Minutes of August 6, 2013 were approved with corrections:

Motion: To approve the Minutes of August 6, 2013

Moved: Commissioner King

Seconded: Commissioner Ward

The Motion passed: 3-0

II: REPORTS

Executive Director's Report [See attached]

The Executive Director reported that she met with Assistant City Manager Lisa Peterson regarding the budget for the two Special Fifth District Congressional elections. The state has not yet reimbursed the city for the Senatorial Special Elections. The Assistant City Manager will report to the Commission in the near future.

The Executive Director reported that the Commission has secured space for the Friday, September 20 PARK(ing) Day near 20 JFK Street for Voter Registration. The space will be active from 8:00 a.m. until 5:00 p.m. and she encourages Commissioners to attend during those hours.

The revised Evaluation Form for Election Workers was reviewed by the Board and several modifications were made. The form will be provided by the Commissioners to all election workers on election day with the request to complete and return soon after the election. The forms may be signed or anonymous.

Motion: To accept the Evaluation Form with modifications

Moved: Commissioner Cobb

Seconded: Commissioner King

The Motion passed: 3-0

The Board scheduled the next meeting on September 11, 2013 beginning at 5:30 p.m.

Assistant Director's Report

The Assistant Director reported that there remain three mandated reporters who have not returned their Statement of Financial Interests (SFI) report, including one School Committee candidate. The Board agreed by consensus to schedule a hearing at the next meeting on September 11, 2013, commencing at 5:45 p.m.

The Board reviewed the corrected version of Instructions to Voters.

Motion: To approve the corrected version of Instructions to Voters

Moved: Commissioner Cobb

Seconded: Commissioner Ward

The Motion passed 3-0

The Assistant Director discussed concerns that, with two open seats each in the City Council Election and School Committee Election, turnout for the Municipal Election might be higher than usual. There is a concern that the ballot boxes may not be able to accommodate all of the ballots and that overflow, secure boxes might be needed. She recommended that when the number of ballots reached 1400 in any precinct, the Warden be instructed to inform the Commissioner who would then bring an additional box to that precinct. The Board modified that request to initiate the action at 1300 ballots because it was likely that reaching that number would happen late in the day when there was more traffic in the streets and delays might be expected.

Motion: To have Commissioner bring overflow ballot boxes to a precinct if the number of ballots approaches 1300.

Moved: Commissioner Ward

Seconded: Commissioner Cobb

The Motion passed 3-0

Commissioners's Reports

Commissioner Shinefeld reported that 61 River Street and 201 Erie Street are valid addresses, but that 92 Kinnard Street is not a valid address.

III: ACTION AGENDA

Unfinished Business

There was no Unfinished Business

New Business

The Board moved to adjourn at 5:45 to continue with a planned Recruitment Event commencing at 6:00 p.m. at the Citywide Senior Center.

Motion: To adjourn at 5:45

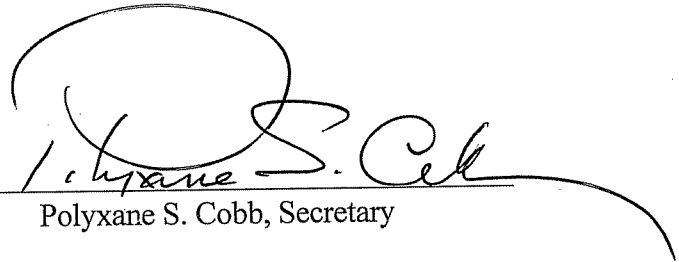
Moved: Commissioner Cobb

Seconded: Commissioner Ward

The Motion passed 4-0

A True Record

Attested by:



Polyxane S. Cobb, Secretary